



## City of Alameda • California

June 8, 2011

Dear President Hartigan and Members of the Library Board,

This letter is to bring you up to date on activities during the month of May, and to look forward to some of the projects which will be coming up.

**Library Services Reports: (Consent Agenda).** The April Activity Report is included in your Board Packet.

A random check in May of the computer workstations at the Main Library found nearly all Internet workstations operational. One Internet workstation on the second floor and one print station on the first floor were out of service.

I am pleased to inform you that Executive Assistant Marsha Merrick is back in the office.

**Main Library Update.** The solar panel project is not yet complete. We are still awaiting inspection approval from the Community Development Department before the inspectors from Alameda Municipal Power (AMP) take a look. Sun Light & Power has been very diligent in checking in with Community Development to inquire as to the status of the inspection approval and some headway was made on June 1. Basically, these inspections are the only thing delaying the "flipping of the switch." The Energy Kiosk is still expected to be installed by Alameda Municipal Power by mid-June. The Library is counting on electric savings for part of the budget reductions (approximately \$12,540.00). Last month the Library Board inquired if the Library's electric meter will spin backwards when the library is closed and the question has been asked of AMP, but the answer has not yet been received.

The Seed Lending Library is slowly taking root. There are now 35 registered users of the seed library and the tools from the Tool Lending Library are getting checked out but haven't had the three week due date yet, so there haven't been any issues to date. Our Seed Library had a very brief mention in the Utne Reader and within that article is a link to American Libraries' article about Seed Lending Libraries, again with a brief mention of our collection. Any positive press is welcome. <http://www.utne.com/Environment/Seed-Lending-Libraries.aspx>

The request to the Public Works Department regarding a list of items that they maintain for the library buildings is still in the works. They hope to have it completed by the end of June or mid-July. It seems it will be a very comprehensive list and since we asked the question, they may be preparing similar lists for other city buildings.

**Library Fees.** At the June Library Board meeting we will be discussing increasing the fee for meeting room rentals and instituting a fee for Interlibrary Loan. To help facilitate the discussion, you will find in your Board Packet some room rental information for Alameda Recreation & Parks (park buildings, Mastick Senior Center, and the O Club); a few library room rental sheets for libraries outside of Alameda; and the current rules, priority, and fees for the Alameda Free Library. Also included is a brief summary sheet with Interlibrary Loan Fees for other libraries, many

libraries no longer offer Interlibrary Loan in the same manner the Alameda Free Library offers ILL. Many neighboring libraries use Link+ which is not a service Alameda can join with the current Integrated Library System, Sirsi Dynix Horizon.

**Summer Reading.** Summer Reading begins on Saturday, June 11. Kicking off the summer festivities will be Family Fun Day (FFD). Family Fun Day will be a day filled with stories, crafts, and a special performer. The programming is targeted to our youngest readers and their families. Readers can sign up for the Summer Reading Program – programs will be available for children, teens and adults. The themes this year are: One World Many Stories (children); You Are Here (teens); and Novel Destinations (adults). The reading programs will be from June 11 through August 6.

**Neighborhood Libraries Improvement Project (NLIP).** This project is winding down. To my knowledge, all invoices have been submitted for processing and there should be one final accounting due before we close this project. At last estimate approximately \$300,000 is remaining in the Measure O fund. I am currently working to find out exactly what those remaining funds can be spent on. There are some questions regarding whether it can be spent on technology or if it will strictly become a library maintenance fund. I hope to have more information by the June Library Board meeting.

The Certificates of Appreciation to members of the Neighborhood Library Improvement Project team, and assorted staff members, will be presented by the City Council at the June 7 City Council Meeting. The meeting begins at 7:00 p.m. and presentations are early on the agenda, however it is the rare Council meeting that starts on time.

**California State Budget Reductions to Public Libraries.** No new news regarding the State Budget, the Governor's May Revised Budget was announced on May 16. The Governor kept the recommended minimal funding in the May Revise so now it is a "wait and see" until the budget is actually adopted. Much of the budget is based on the continuation of the 1% state sales tax. Library Legislative Day was May 18, much of the visits were to thank the Legislators for supporting libraries and keeping recommended minimums in the budget.

**City Budget.** This news is a little better. Last month the Library was informed that in addition to the 5% and 10% budget reduction, there was the addition of debt service payment which put the reductions over a ½ million dollars. When I met with the Acting City Manager to discuss what the Library would have left in terms of hours and services, she informed me that the Library would NOT have to pay the debt service payment. It would be paid from another fund, most likely the General Fund Reserve. The Library would have to take somewhere between the 5% to 10% reduction. In the end, the Library is requested to reduce by 7% which makes the reduction a total of \$163,000. The Library submitted reduction recommendations that would close the Main Library on Sundays, trim Monday through Thursdays to 8 hour open days (currently 10 hours), and keep the Fridays and Saturdays with 7 hour open days. Both Neighborhood Libraries would lose one day, leaving four open days, both open on Saturdays. On Tuesday, May 31, a Special Budget Workshop with the City Council was held to present the recommended reductions to the City Council. The Council was very supportive of the Library and put the Sunday hours back into the schedule. In the end, the Main Library will be open seven days a week and the Neighborhood Libraries four days each. There will be reductions in hours for all part time employees; shelving hours will be cut

significantly, materials & subscriptions will also take a reduction. Some funds will be shifted from one line to another, for example increasing the Database budget because we are “beefing up” our web page / virtual branch in anticipation of the physical libraries being closed more. Final adoption of the city’s budget is expected to take place at a special meeting on Tuesday, June 28, at 7:00 p.m.

**Library Foundation.** The Library Foundation continues to build the Foundation Board and expect to have a full working Board of 16 people approved by the annual meeting in June. Once everyone is confirmed I will announce names to the Library Board.

Live @ the Library is working hard. The dates are set: September 24 Anton Schwartz; October 22 Wesla Whitfield; November 19 not yet set; February 25 Frederica Von Stade & the Berkeley Children’s Chorus. There is also the possibility of a childrens/family holiday concert with the SF Opera Guild in December. Ticket prices will go up a little bit. Last year’s concerts brought in about \$9,000 profit.

The next Foundation meeting will be on Monday, June 20 in the Family Study Room at 7:00 p.m.

**Friends of the Library.** The Friends of the Library May Book Sale was a smashing success. Each sale they say it’s the “best ever” and each succeeding sale they improve upon the “best.” The May sale was no different. The profit was about \$19,977.25, so the book sale committee brought a few books in to the Friends meeting in hopes of selling one or two “auction quality” books to bring the profits up to a nice round \$20,000. By the end of the meeting several Friends stepped up and made purchases to bring the profit to about \$20,001.

The last Friday Night Flight at Angela’s Bistro and Bar is on Friday, June 3. The first Flight night was breezy but well attended, I did not go to the Friday before the holiday weekend, and this week looks to be chilly if not a little damp. But don’t let the rain dampen your spirits, come on out and support the Friends of the Library, \$10 for a flight of wine and the good people are free!

The next Friends meeting will be on Monday, June 20 in Stafford Room B at 7:30 p.m.

**Alameda Reads.** New Literacy Director Sue Mark is focusing her efforts on scheduling meetings with all of the learner/tutor pairs. She met with two pairs this month. During the meetings she has been conducting a needs assessment that covers the pair’s current work and future goals, as well as their evaluation of how the program can better serve them. This analysis will be very useful for improving our services and programming. Sue held 3 learner/tutor match meetings in May.

On May 13 about 40 people, tutors, learners and their families came to say ‘good-bye’ to Jordona at their annual celebration. During the celebration they hosted two disaster preparedness presentations, one led by the Red Cross and the other led by a member of Alameda’s CERT program. Everyone really appreciated the information.

Sue has been reviewing and evaluating materials in the Alameda Reads program collection. Alameda Reads purchased “Co-Writer,” a dynamic piece of software to help learners with their writing and spelling. Sue is working with David Boxton to install the software in the Main Library’s computer lab for future use. Sue also met with Supervising Children’s Librarian Eva Volin to discuss ways in which Alameda Reads can collaborate with, and have a stronger presence at, the library.



**Draft Art Donation Policy.** The Art Display Committee is not ready to bring the second draft of the Art Donation Policy forward.

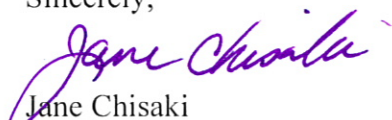
**Activities and Events.**

May 4 – June 4          Student Art Exhibit   Main Library

June 4	Green Thumbs, Green Minds: Edible Container Gardening. 2:00 p.m. Main Library, Patio Area
June 5	Self-Paced Computer Classes. 1:00 p.m. Main Library, Computer Lab (Every Sunday)
June 6	Intermediate Book Club. 3:30 p.m. Main Library, Felker Programming Room
June 7	Digital Camera Basics. 6:00 p.m. Main Library, Computer Lab (also June 14)
June 11	Spanish Sing-Along. 10:30 a.m. West End Library (also June 25)
June 11	Family Fun Day: Summer Reading Begins. 11:00 a.m. – 4:30 p.m. Main Library
June 13	Advanced Book Club. 3:30 p.m. Main Library, Felker Programming Room
June 13	Alameda Library Book Club. 6:30 p.m. Main Library, Family Study Room
June 14	Digital Photo Collage for Kids. 10:00 a.m. Main Library, Computer Lab
June 14	Alameda Great Books Club. 6:00 p.m. Main Library, Family Study Room
June 15	Community Meeting: Plan the Future of Your Parks/Community Gardens/Urban Agriculture. 6:30 p.m. Main Library, Stafford Room (also June 16)
June 20	Beginning Book Club. 3:30 p.m. Main Library Felker Programming Room
June 20	Library Foundation Meeting. 7:00 p.m. Main Library, Family Study Room
June 20	Friends of the Library Meeting. 7:30 p.m. Main Library, Stafford Room B

If you have any questions about the items to be considered at the Board meeting, or if you would like to discuss these or any other items, please email me at [jchisaki@ci.alameda.ca.us](mailto:jchisaki@ci.alameda.ca.us) or give me a call at 747-7747. I look forward to seeing you on Wednesday evening.

Sincerely,

  
Jane Chisaki  
Library Director